



NATIONAL FORWARDING CO., INC.

2800 ROOSEVELT ROAD – BROADVIEW, ILLINOIS 60155

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DATE: May 23, 2018

TO: Agents & Haulers of National Forwarding Co., Inc. & Affiliates

FROM: Eileen Sherman, Vice President, Operations

SUBJECT: **Your cooperation is needed!
Stop Letters of Warning and Letters of Suspension!
Identify TSP & SCAC on All Documents.**

We are receiving numerous Letters of Warning for violating the USTC Advisory 18-0061 for failing to show the TSP name and SCAC on the shipment documents, especially the weight tickets. To review the Advisory, click [here](#). Paragraph 4 sets forth the requirement and is quoted below:

*4. All documentation must reflect the TSP on the BL. This includes, **but is not limited to**, inventories, DD Form 619, DD Form 619-1, weight tickets, Notification of Loss or Damage at Delivery, and Notification of Loss or Damage After Delivery.*

We can't afford to be suspended for simple paperwork violations! USTC has clarified that they want the TSP name and SCAC clearly shown. All military shipments you are now servicing must clearly show the TSP name and SCAC on all documents, for example, National Forwarding Co. Inc. (NFWD).

When we assign a shipment to you, the name of the TSP and its SCAC will be clearly shown on the documentation we send to you. That includes the shipment assignments to the origin agent and hauler as well as our Bill of Lading. If you find any exceptions, please let us know immediately.

The cooperation of our agents and drivers is very important and is greatly appreciated. Please contact us if you have any questions or suggestions.

By the way, as a reminder for our haulers, please make sure your drivers call the origin agent at least the day before pick up to confirm arrival and special needs and return documents to the agent for distribution. That will give us a chance to catch any errors. The same courtesy should be extended to the destination agent; please call in advance and remember to clear with our office.

EAS/sc